

KENTUCKY DEPARTMENT OF EDUCATION

STAFF NOTE

Review Item:

703 KAR 5:010, Writing portfolio procedures

Applicable Statute or Regulation:

KRS 158.6453, 156.070

History/Background:

Existing Policy. KRS 158.6453 requires the Kentucky Board of Education (KBE) to promulgate an administrative regulation that reduces the teacher and student time involved in preparing a writing portfolio. 703 KAR 5:010 establishes procedures to accomplish that goal.

Due to design changes in the Kentucky Writing Portfolio, concerns from the field and instructional concerns of the Kentucky Board of Education, it is necessary to revise the language in the current regulation that governs writing portfolio procedures. The revisions are based on previous Kentucky Board of Education discussions regarding providing more direction on reduction of time and the recent changes reviewed by the KBE in the Administration Guidelines for Writing. The changes are summarized below.

Policy Issues:

- Does the Kentucky Board of Education have any additional advice for staff on changes for this regulation? The current changes include:

Section 1. Appropriate Use of Time – A new Section 1 was written to establish a stronger focus on the appropriate use of time.

Section 2. School and District Writing Programs – Establishes the framework for school and district writing programs including requirements for (1) working folders and the transition of the pieces in these folders from one grade level to the next; (2) the writing cluster leaders to be teacher leaders with experience in writing instruction and not be intern teachers; (3) professional development access and opportunity for teachers across the curriculum and grade levels; and (4) the school council's allocation of resources and use of resources in the school (e.g., extended school services, technology, staffing, etc.).

Section 3. Writing Instruction – Establishes that writing tasks are to be linked to real-world situations and writing styles and evolve out of the standards-based units of instruction. It requires that instruction include content area reading representing the kinds of writing students are asked to include in their portfolio and that time is provided within the classroom instructional time for development of writing. It limits the development of writing pieces at home. This section also provides clarification on conferencing by requiring teachers to use individual, small group and/or large group conferencing sessions rather than an implied one-on-one conferencing session, focusing conferencing and limiting the conferencing on one or two areas of need. It

includes provisions that conferencing partners shall not take ownership of a student's writing or require an arbitrary number of revisions. Provisions are included to allow students to use word processing in the development of their writing pieces or submit pieces for the portfolio in their own handwriting; however, the school media centers are not to be restricted to the development of writing portfolios.

Section 4. Portfolio Design and Scoring – Changes the number of the portfolio pieces for each grade level to align with the 2007 assessment design approved by the KBE and requires schools and districts to implement procedures for scoring student portfolios.

Impact on Getting to Proficiency:

Writing instruction and program implementation must improve in all schools if students are to become proficient writers. Proficiency in other content areas also involves the student's ability to present an understanding and application of content knowledge. Although open-response questions are not scored according to writing criteria, a student who has the ability to formulate a written argument or explanation has a greater opportunity to receive high scores in all content areas.

Groups Consulted and Brief Summary of Responses:

The following groups reviewed the Administration Guidelines for Writing Instruction and provided comments to assist with regulatory revision:

- District Assessment Coordinators
- Instructional Support Network
- Writing Advisory Committee
- Kentucky Association of School Superintendents
- Local Superintendents Advisory Council
- School Curriculum, Assessment, and Accountability Council

The Local Superintendents Advisory Council will provide feedback on the regulation prior to the February meeting via a letter from that body.

Contact Person:

Starr Lewis, Associate Commissioner
Office of Teaching and Learning
(502) 564-9850
starr.lewis@education.ky.gov

Deputy Commissioner

Commissioner of Education

Date:

February 2006